

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION <i>(The requirements of the National Industrial Security Program Operating Manual apply to all security aspects of this effort)</i>				1. CLEARANCE AND SAFEGUARDING a. FACILITY CLEARANCE REQUIRED: TS b. LEVEL OF SAFEGUARDING REQUIRED: N/A			
2. THIS SPECIFICATION IS FOR: (X and complete as applicable)				3. THIS SPECIFICATION IS: (X and complete as applicable)			
a. PRIME CONTRACT NUMBER		a. ORIGINAL <i>(Complete date in all cases)</i>		Date (YYMMDD) 090915			
b. SUBCONTRACT NUMBER		b. REVISED <i>(Supersedes all previous specs)</i>		Revision No.	Date (YYMMDD)		
c. SOLICITATION OR OTHER NUMBER		DUE DATE (YYMMDD)	c. FINAL <i>(Complete item 5 in all cases)</i>		Date (YYMMDD)		
4. IS THIS A FOLLOW-ON CONTRACT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO, If yes, complete the following Classified material received or generated under Preceding Contract Number) _____ is transferred to this follow-on contract							
5. IS THIS A FINAL DD FORM 254? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO, If yes, complete the following: In response to the contractors request dated _____, retention of the identified classified material is authorized for a period of:							
6. CONTRACTOR <i>(Include Commercial and Government Entity (CAGE) Code)</i>							
a. NAME, ADDRESS, AND ZIP		b. CAGE CODE		c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i>			
7. SUBCONTRACTOR							
a. NAME, ADDRESS, AND ZIP		b. CAGE CODE		c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i>			
8. ACTUAL PERFORMANCE							
a. LOCATION NASA Headquarters 300 E Street SW Washington D.C. 20546-0001		b. CAGE CODE		c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i> Headquarters Security Office NASA Headquarters 300 E Street SW Washington, DC 20546-0001			
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT NASA Headquarters Security Service Contract							
10. THIS CONTRACT WILL REQUIRE ACCESS TO:		YES	No	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:			
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION			X	a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTORS FACILITY OR GOVERNMENT ACTIVITY			
b. RESTRICTED DATA			X	b. RECEIVE CLASSIFIED DOCUMENTS ONLY (not applicable)			
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION			X	c. RECEIVE AND GENERATE CLASSIFIED MATERIAL			
d. FORMERLY RESTRICTED DATA			X	d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE			
e. INTELLIGENCE INFORMATION				e. PERFORM SERVICES ONLY			
(1) Sensitive Compartmented Information (SCI)			X	f. HAVE ACCESS TO US CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES			
(2) Non-SCI		X		g. BE AUTHORIZED TO USE THE SERVICES OF THE DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER			
f. SPECIAL ACCESS INFORMATION			X	h. REQUIRE A COMSEC ACCOUNT			
g. NATO INFORMATION			X	i. HAVE TEMPEST REQUIREMENTS			
h. FOREIGN GOVERNMENT INFORMATION			X	j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS			
i. LIMITED DISSEMINATION INFORMATION		X		k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE			
j. FOR OFFICIAL USE ONLY INFORMATION		X		l. OTHER (specify) See item 13.			
k. OTHER (Specify)			X				

12. PUBLIC RELEASE. Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for approval prior to release

☐ DIRECT ☒ THROUGH (Specify)

**NASA Office of Public Affairs
300 E. Street, SW
Washington, DC, 20546**

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs)* for review.

*In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

13. SECURITY GUIDANCE. The security classification guidance needed for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.)

A. Classification of Material will be handled in accordance with the following references:

- NPR 1620.3 Physical Security Requirements for NASA Facilities and Property
- NPD 2800.1B Managing Information Technology
- NPR 2800.1 Managing Information Technology
- NPD 2810.1C NASA Information Security Policy
- NPR 2810.1A Security of Information Technology
- Department of Defense (DOD 5220.22M) National Industrial Security Program Operating Manual

B. Contractor's normal access to classified will be at: NASA HQ's, 300 E. Street, SW, Washington, DC, 20546. Classified information will normally be stored at NASA HQ's.

C. Security clearance verifications will be process through NASA Security.

D. All classified work shall be performed on NASA facilities, or as directed by the Government. No secure information will be retained at Contractor or Sub-Contractor facilities.

E. SCI Security Guidance.

- DCI Directive 6/1 Security Policy for SCI and Security Policy Manual
- Intelligence Community (IC) Policy Memo (ICPM) 2006-700-8 amends DCID 6/1
- IC Directive (ICD 704, 07 Oct 2008, Personnel Security Standards and Procedures for Governing Eligibility for Access to SCI and other Controlled Access program Information and associated IC Policy Guidance 704.1 thru 704.3.

14. ADDITIONAL SECURITY REQUIREMENTS. Requirements, in addition to NISPOM requirements, are established for this contract.

(If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is required.)

☐ YES ☒ NO

15. INSPECTIONS. ELEMENTS OF THIS CONTRACT ARE OUTSIDE THE INSPECTION RESPONSIBILITY OF THE COGNIZANT SECURITY OFFICE. (If yes, explain and identify specific areas or elements carved out and the activity responsible for inspections. Use Item 13 if more space is needed.)

☐ YES ☒ NO

16. CERTIFICATION AND SIGNATURE. Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL

RAYMOND M. PATTEN

b. TITLE

**Deputy Chief, NASA Headquarters
Security Office**

c. TELEPHONE (include area code)

202-358-2371

d. Address (include zip code)

Headquarters Security Office
NASA Headquarters
Mail Suite 1V63
300 E Street SW
Washington, DC 20546-0001

e. Signature

17. REQUIRED DISTRIBUTION

XX a. CONTRACTOR

b. SUBCONTRACTOR

XX c. COGNIZANT SECURITY OFFICE FOR PRIME & SUBCONTRACTOR

d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION

XX e. ADMINISTRATIVE CONTRACTING OFFICER

f. OTHERS AS NECESSARY